

From: [Brittain, Amy](#)
To: [Coltrain, Katrina](#); [Little, Bill](#)
Subject: RE: Wilcox Post Card flyer for Oct 21 meeting
Date: Monday, September 28, 2015 9:36:47 AM

I know that Todd got it on the calendar of events. But he has not done the press release yet. I can have another project manager work on it this week. I will let you know a contact soon. Is a press release okay or do you want it published in the paper?

Amy

From: Coltrain, Katrina [<mailto:coltrain.katrina@epa.gov>]
Sent: Monday, September 28, 2015 9:32 AM
To: Little, Bill
Cc: Brittain, Amy
Subject: RE: Wilcox Post Card flyer for Oct 21 meeting

Hi Bill, thanks for the quick flyer. I had just a couple of edits/inclusions.

I think Todd may have drafted the newspaper notice, and I am not sure who he coordinates with. He is out this week, so please try and find out and coordinate with that person to find out if they will be putting the notice in the paper or if we need to.

thanks

Katrina Higgins-Coltrain
Remedial Project Manager
US EPA Region 6
LA/OK/NM Section
1445 Ross Avenue
Dallas, Texas 75202
214-665-8143

From: Little, Bill
Sent: Monday, September 28, 2015 9:20 AM
To: Coltrain, Katrina
Subject: RE: Wilcox Post Card flyer for Oct 21 meeting

Invite attached. Please review and return. Do you want to mail and run a newspaper notice or just mail the invite? I will set up the Mayors meeting today.

Thanks,
Bill

Bill Little
Region 6 USEPA
Community Involvement
Coordinator/SEE



9761207

214.665.8131

little.bill@epa.gov



From: Coltrain, Katrina

Sent: Friday, September 25, 2015 2:57 PM

To: Little, Bill

Cc: Todd Downham

Subject: Wilcox Post Card flyer for Oct 21 meeting

Bill, will you please draft up a flyer to be mailed out next week to the folks on the mailing list. The meeting is on Wednesday, Oct 21 and will be held from 5 to 7. From 5 to 530 epa and deq qill be available to meet with folks prior to the presentation that will begin at 530pm.

Also, will you please set up a meeting with the mayor for that morning. If the mayor is not available that morning, then please try for the day before (October 20).

THANKS

Katrina Higgins-Coltrain
Remedial Project Manager
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